

2008 Post-Gazette Pavilion Fund Raiser

Pittsburgh Amateur Penguins Hockey Association

Participant Rules

Website: www.ddswebdesign.com/pgp

Introduction

Everyone who participates in fundraising this summer and already working at or planning to work at PNC Park will be obligated to work at the PGP. If you do not participate in PGP then you are not able to participate in PNC or Heinz Field. Our contract is with PGP and we must fill our obligations to them first. The following rules will apply at all venues with the slight variation to the uniforms only.

TEAM Certification

To serve alcohol you **MUST** be TEAM Trained. If you were certified last year, your certification is still valid. If you are not certified please contact Kelli Brown to obtain a schedule of classes that are being held in our area. You must always have your identification card with you while working. Those who are not certified **WILL NOT** be permitted to work where alcohol is served. The Pittsburgh Amateur Penguins Hockey Association will not bear the risk of being fined by the Liquor Control Board. Persons serving alcohol without the proper TEAM Certification may also be fined by the LCB.

Registration

You must register on the Pittsburgh Amateur Penguins website, before you bid on a show. If a friend is working in support of your child, they also must register on the website. Any person working who is not a parent or guardian of a child in the organization may work only when the parent or guardian of the child is also working. Please note that anyone working in B-Main must be TEAM Certified.

Bidding on a Show

You may bid a maximum of two slots per show. There is no guarantee that you will receive both spots, it will be depending on the amount of bids that come in for that particular show. (Unless you are bidding as an Alternate.)

Initially, beginning on April 15th, bids will be accepted for shows scheduled for May and June only. On May 31st, bidding will open for shows scheduled from July through the end of the season.

Report Times

B-Main: First two slots report as stated on the web site schedule.

Late Shift, check times on the web site schedule.

A Gate List with specific start times will be sent by email to all volunteers 24 to 48 hours prior to the show.

Staffing

A Team Leader will be listed in the first slot of every show. The Team Leader will need to bring their Drivers License to use as a deposit for the moneybag and the uniforms.

If you are unable to work a concert that you have scheduled, *YOU MUST FIND YOUR OWN REPLACEMENT AND, YOU MUST NOTIFY KELLI BROWN.* There should be alternates listed on the schedule. Contact these individuals to arrange your replacement. Please note that the PAPHA will be fined by the PGP for persons that do not report as scheduled. If a fine is levied, the amount of the fine will be taken from your earned credits.

B-Main: This booth will be staffed with 10 to 25 people per show.

Alternates: The number of Alternate Positions available will vary depending upon the show and the estimated attendance.

Parking

Staff parking is free. Monthly Parking Passes can be obtained from Kelli Brown. When arriving at the PGP parking lot, advise the PGP personnel that you are a volunteer worker. PGP personnel will then direct you to the Employee Parking Lot. Location of this lot changes from show to show.

Code of Conduct

There will be a zero tolerance policy for all persons, at all venues we will be working. If anyone is told about rude or obnoxious behavior toward co-workers or customers, they will be asked to leave. They will not be able to return for the remaining season to work at any venues.

No alcohol consumption of any kind, before, during or after the concert by any volunteers.

No smoking in the booth or in the park.

No eating or drinking in the booth. You may take a break to eat, drink or smoke in designated areas only.

Dress Code

Black shorts or pants. Tennis shoes with socks. PGP shirt, visor and ID Tag (provided by Aramark) must be worn at all times. Shirts must be tucked in. NO DENIM OF ANY KIND.

PAPHA can be fined for any of the above infractions. In the event that fines are levied, they will be deducted from your credits.

You will be provided a meal FREE of charge consisting of a soft drink, hot dog and pretzel. Report to the Employee Window at B-Main or C-Main. Additional items may be purchased at a discounted cost.

Credits (your account)

Credits for work performed at the PGP are computed on an hourly basis, across the entire concert season. Make sure you enter your Time-In and Time-Out, and the PAPHA player to whom your credits should be applied, on the PAPHA paperwork for the concert that you are working. Completion of this paperwork with approval by the Team Leader will assure you receive proper credit for the show that you work. Hours worked and estimated credits will appear on the website throughout the PGP season.

Credits in excess of the annual registration fee may be applied to items related to participation in PAPHA functions such as tournament fees, supplemental ice fees approved by the PAPHA. Credits may also be applied to purchases of certain Pittsburgh Amateur Penguins logo sportswear. Due to IRS regulation, there are many items where credits may not be applied. Credits will never be redeemable for cash. Questions concerning the redemption of credits should be directed to the Treasurer of the PAPHA.

NO credits will be available to use until the end of the concert season and all income has been received from the PGP.